

The United States PEPFAR Small Grants Program

SOLICITATION NOTICE AND GRANT APPLICATION FORM

Background: The U.S. PEPFAR Small Grants Program (PSGP) is a program funded by the U.S. President's Emergency Plan for AIDS Relief (PEPFAR). PEPFAR is the U.S. government's assistance program which is supporting the Malawi Government and the national response to combating HIV and AIDS. As part of this national response, the PSGP is seeking to support small, grassroots, community-run projects throughout Malawi.

In 2016, PSGP will provide support to Community Based Organizations (CBOs), Faith Based Organizations (FBOs), and Non-Governmental Organizations (NGOs) that work with communities in ensuring increased access to HIV counselling and testing (HTC), Strengthening linkages to health facilities for equitable access to HIV prevention, treatment and care services, and coordination of communities and community health workers for awareness, stigma reduction, demand creation and adherence to ART services.

In 2016, the U.S. Embassy is committed to ensuring that grantees receiving PEPFAR funds implement their programs in a way that supports promotion, protection, and respect for human rights. The projects should (1) Initiate and scaleup targeted community-based testing and treatment where the yield will likely be high such as in key populations, hot spots, estate workers, truck drivers, fishing communities, adolescents, men, and prisoners.; (2) Strengthening linkages to health facilities for equitable access to HIV prevention, treatment and care services, and coordination of communities to ensure adherence to ARTs; and (3) Address social, cultural and legal barriers that result in hostile environments creating barriers to equal access to health services for people living with and affected by HIV /AIDS and people with disabilities.

Examples of types of projects that will be funded by PSGP in 2016:

- Implementation of community based testing and treatment targeting places where yield will likely be high such as in key populations, hot spots, estate workers, truck drivers, fishing communities, men, prisoners, workplaces, schools, youth clubs, people with disabilities (PWDs) and geographically targeted testing events to reach other priority populations;
- Coordination with communities and community health workers for awareness, stigma reduction and demand creation for ART services;
- Community-based interventions targeting support groups to expand adherence to ART among people living with HIV/AIDS.;
- Community-based interventions to eradicate discrimination and exploitation of people with albinism, including women and girls, sex trafficking, rape, murder, abductions, and sexual abuse which limit their ability to access health services;'
- HIV education among priority populations through targeted and accessible intervention and messages;
- Community platforms that use community engagement facilitators linked to facilities, community-based peer educators, and expert clients to facilitate linkage to HIV services (HTC and ART), and deliver community-based services including condoms, and Village Savings and Loans (VSL);
- Targeted and accessible interventions to empower disabled people, especially youth, women and girls with disabilities, to have the knowledge and self-confidence to negotiate safer sex with sex partners and access health services;

Grant amount: Grants of less than or up to US \$20,000 will be provide for successful applicants.

What the Money cannot be used for

- Purchase of vehicles or major equipment

Project Evaluation Criteria:

- The grant must be used to start or expand community-initiated projects that address needs of priority populations in relations to HIV pandemic and should benefit the greatest number of people possible.
- Grants will be given for one year only. Projects must be completed within this one year period.
- The organization should be established, registered grassroots community-based organizations (CBOs), Faith Based Organizations (FBOs), or NGOs with a permanent address.
- The organization should have capacity to implement the project, deliver the intended results, report technical and financial progress of the project, and monitor and record the outcome indicators and proposed impact to the community.
- The organization should have proven experience and accomplishments in tackling HIV pandemic.
- The organizations committing their own resources in cash or in kind will be viewed more favorably.
- Pre-established long-term goals and a coherent plan to keep the project running in the future
- Coordination and communication amongst the grant-recipient group, local leaders, and community health facilities to amplify change.

Required documents for application:

- Completed Grant Application Form
- A copy of registration certificate of the organization

Deadline: July 8, 2016. Applications received after this date will not be considered.

How to apply:

The Grant Application Form can be downloaded from U.S Embassy website at <http://lilongwe.usembassy.gov/about-us/pepfar.html>. Hard copies of the application form can be collected at U.S. Embassy offices, or at NICO House, City Center during working hours. Application forms are also available upon request to LilongweSHF@state.gov

The completed Grant Application Form together with supporting materials should be sent to PEPFAR office via U.S. Embassy by standard mail or e-mail. Hand-delivered applications should go through Self-Help Office, U.S. Embassy, City Center.

Mail: U.S. Embassy, PEPFAR Office, PO Box 30016, Lilongwe 3.

Email: LilongweSHF@state.gov In Subject line insert: PEPFAR Small grants.

Hand-Delivery: PEPFAR office through Self-Help Office, US Embassy, City Center.

Due to large number of applications we receive, only shortlisted applicants will be contacted. Shortlisted applicants will be informed by July 18, 2016 and will be invited to a full proposal development workshop Applicants who are not contacted by July 31, 2016, should consider their application unsuccessful.

**GRANT APPLICATION FORM FOR PEPFAR SMALL GRANTS PROGRAM FOR
HIV/AIDS**

All applicants who would like to be considered for funding must submit applications no later than **July 8, 2016**.

Date submitted: _____

1. Name of Organization/Group _____

2. Name of Project _____

3. Address of Organization: (please provide exact physical location and P.O Box)

4. Type of the Organization/Group Informal group / CBO / Local NGO / NGO / INGO / FBO

5. Registration Verification:

Year in which your organization established _____ Date of NGO/CBO/FBO
registration _____

Place of registration (e.g. district or national)

(Please attach **a copy** of your organization's registration certificate)

6. Sponsoring Organization of Agency (if any) _____

7. Has your organization ever received funding from the U.S. Government? Yes / No _____
(If yes, please provide details)

8. Project Manager:

Name _____ **Title** _____

Address _____

Phone number _____ **E-mail if available** _____

9. Trustee (Chief from village or TA or Government staff who could provide reference about the organization)

Name: _____

Title: _____

Address _____

Phone number _____ **E-mail if available** _____

10. Organizational experiences: Please provide brief description of your organization's experiences in working with PWDs and/or HIV.

11. **Proposed project period:** Start in _____ month of _____ year and end in _____ month of _____ year.

12. **Project impact area (this is where your project will be implemented?)**

Area/Village (s) _____

T.A _____ District _____ Region _____

13. **Who are the beneficiaries? (Clearly state your target group. e.g.: Adolescent Girls and Young Women, PWDs, Support Groups, PLWHA, general Community etc.)**

14. **What will your organization or the community contribute to the project?**

15. **How much additional funding is needed for your proposed intervention? (Proposed grant amount)**

MKW _____ USD\$ _____

16. **Problem statement (Word Limit-200):** Very briefly, clearly describe the problem your community/target group is facing that compels you to seek support.

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17 (a) what is the brief description of your project (scope)? 250 words

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17 (b) what is the overall goal/ purpose of your project? 100 words

18. Project Objectives: List objectives you intend to achieve in this project (maximum three).

19. Project activities: List the activities you plan to implement to achieve your intended results for this Project (maximum three for each objective)

19. In order for your application to be considered, the head of the organization must sign below.

Full name _____ **Signature** _____

Title _____ **Date** _____

Organizational stamp

Attachments.

1. **A copy** of your organization's registration certificate

